



Global Digital Solidarity Fund

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Project proposal form

Section 2

General presentation

1st row to be filled in by the DSF

Ref. number	Date of receipt	Classification by country

Title of the project:

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Dates of project lifetime:

Starting date:

Closing date :

1. Information on the Executing Agency (organization submitting the project):

1a. Coordinates of the Executing Agency
Name of the Executing Agency (as per legal status) :
Address:
Telephone / Fax:
E-mail / Website:

1b. Type of Executing Agency (legal status)	
<input type="checkbox"/> Government	<input type="checkbox"/> Medical institution
<input type="checkbox"/> Local authority/ city/ region	<input type="checkbox"/> Private sector
<input type="checkbox"/> NGO	<input type="checkbox"/> International organisation
<input type="checkbox"/> University/ Training institution	<input type="checkbox"/> Other (please specify) : <hr/>

1c. Legal representative
Name and Surname:
Position:
Address:
Telephone / Fax :
E-mail :

1d. Person in charge of the project (if different from the legal representative)
Name and Surname:
Position:
Address:
Telephone / Fax :
E-mail :

1e. Contact person (if different from the person in charge of the project)

Name and Surname:

Position:

Address:

Telephone / Fax :

E-mail :

1f. Brief presentation of the Executing Agency

Briefly present the Executing Agency (statutes, mission, activity, achievements, experience in the field of development project management)

1.g. Documents to be provided in Annex

Annex 1 : Statutes of the Executing Agency (official document)
Annex 2 : Latest Activity Report and Financial Report
Annex 3 : Main sources of financing of the Executing Agency

2. Information on partners

2a. List of current partners who do not participate directly to the financing of this project

Name of the organisation (legal status):

Contact person:

Nature of the collaboration:

Address:

Telephone / Fax :

E-mail / Website:

Name of the organisation (legal status) :

Contact person:

Nature of the collaboration:

Address:

Telephone / Fax :

E-mail / Website:

2b. List of potential partners who do not participate directly to the financing of this project

Name of the organisation (legal status) :

Contact person:

Nature of the collaboration:

Address:

Telephone / Fax :

E-mail / Website:

Name of the organisation (legal status) :

Contact person:

Nature of the collaboration:

Address:

Telephone / Fax :

E-mail / Website:

2c. List of current financial partners (who participate directly to the financing of this project)

Name of the organisation (legal status):

Contact person:

Object of the financing:

Amount of the financing:

Address:

Telephone / Fax :

E-mail / Website:

Name of the organisation (legal status):

Contact person:

Object of the financing:

Amount of the financing:

Address:

Telephone / Fax :

E-mail / Website:

2d. List of potential financial partners (who could participate directly to the financing of this project)

Name of the organisation (legal status):

Contact person:

Object of the expected financing:

Amount of the expected financing:

Address:

Telephone / Fax :

E-mail / Website:

Name of the organisation (legal status):

Contact person:

Object of the expected financing:

Amount of the expected financing:

Address:

Telephone / Fax :

E-mail / Website:

2.e. Documents to be provided in Annex

Annex 4 : Copy of cooperation agreements signed with current partners
Annex 5 : Copy of letters referring to partnerships in course of negotiation

3. Field of activity / ICT applications

3a. Field of activity of the project	
<input type="checkbox"/> socio-economic development <input type="checkbox"/> rural development <input type="checkbox"/> urban development <input type="checkbox"/> sustainable development	<input type="checkbox"/> education <input type="checkbox"/> health <input type="checkbox"/> gender issues <input type="checkbox"/> other (please specify) : _____

3b. Field of ICT application	
<input type="checkbox"/> e-inclusion <input type="checkbox"/> e-commerce <input type="checkbox"/> e-health <input type="checkbox"/> e-government	<input type="checkbox"/> e-administration <input type="checkbox"/> e-education <input type="checkbox"/> other (please specify) : _____

4. Beneficiary country, region(s)/ city(ies)

4a. Country	Region(s)/ city(ies)

5. Overall project goal

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6. Beneficiary(ies)

- *target group(s): comprehensive qualitative and quantitative evaluation (gender, age, social status, education level, health status, etc.)*
- *Specify to which extent the beneficiaries participate actively to the project.*

7. Specific objectives – modules

What **specific objectives** must be reached in order to contribute to the **overall project goal**?

NB : • **Specific objectives** must contribute to the **overall project goal** through delivery of **concrete results**.

• *Specific objectives should not be mixed up with the expected results: they must reflect a sound correlation between project theory and field realities.*

• *Specific objectives should not include considerations pertaining to project management.*

Each objective should form one comprehensive module, to be further developed in Section 3 of this project presentation.

The number of objectives below is provided as an example; it and can vary from project to project.

Objective n°1 / Module n°1	
Objective n°2 / Module n°2	
Objective n°3 / Module n°3	
Objective n°4 / Module n°4	
Objective n°5 / Module n°5	

8. Implementation plan

Briefly specify which strategy you adopted in order to reach the project objectives. (Detailed project implementation should be presented in Section 3 of this project presentation)

9. ICT impact

Explain the use of ICT for this particular project. Evaluate the ICT impact of the project, in particular with regard to the overall project goal.

10. Long term vision/ Sustainability

What is your strategy to ensure project sustainability at the end of the financed period (beyond project closing date)? How do you envision the financial autonomy of the project? Which other sources of funding do you envisage? If your project is replicable, how do you plan to extend its scope?

11. Relevance with regard to the DSF objectives

Briefly specify in which way this project is relevant to the DSF intervention policy. What are the converging points between the content of your proposal and the DSF action?

12. General context

Briefly describe the general context of the project.

Explain to what extent this project contributes to local, national and/or international development objectives?

Why is your field of activity a priority?

Provide brief information on existing financing programmes in your field of activity, as well as on their results to date. Explain how your project complements existing development strategies and programmes (mainly at local and national level).

13. Specific context

Provide a brief background of your project. What actors does it bring together? What are its financial means to date? Who are its direct and indirect beneficiaries? What are its strong points and its weaknesses? Explain to what extent the use of ICT represents a value-added for this project. How would the requested DSF funding complement and optimise your project?